

<b>POSITION DESCRIPTION</b>	<b>Plumber</b>	<b>BT-3</b>
<b>Town of Needham</b>	<b>Municipal Building Maintenance</b>	<b>6/99</b>

### ***Duties***

Under the general supervision of the Director of Municipal Building Maintenance, perform skilled plumbing and gasfitting duties involving installation, renovation or repairs in support of the overall maintenance of municipal buildings.

From written or verbal instructions, test, repair, and install plumbing and gas systems; grease and steam traps, sinks, water closets, urinals, water systems, compressed air systems and lines, valves (shut off, mixing, relief, etc.), pumps (sump, ejector, circulating, etc), laboratory type plumbing and gas fittings, dishwashers and other kitchen equipment, hot water heaters and boilers, coils (steam, hot water, evaporator, condenser), piping, fittings, flushometers, sanitary and drain systems, roof drains, propane (LP) gas systems, back-flow preventers, and all other types of plumbing and gasfitting components.

With other skilled trade staff in the department, participate in coordination and/or installation of larger projects requiring multiple trades.

Read and interpret plans, sketches, and blueprints; prepare cost and time estimates for all types of work; obtain permits required for related work; recommend and order relevant supplies, equipment and materials required for performance of duties; and maintain stock of frequently used supplies and standardized items.

Perform regular preventive maintenance to ensure maximum efficiency of all plumbing, gas and heating systems; keep abreast of all safety and building codes, asbestos laws and guidelines relating to plumbing and heating trades; maintain all hand and power tools in good operating condition; perform all necessary paperwork as directed; maintain a clean and orderly work area; and perform all patching and repair that may be required as part of any job.

Provide services at night or on weekends and holidays at the request and direction of the Director of Municipal Building Maintenance; respond to emergency service calls on a 24-hour basis; participate in snow and ice removal efforts from all buildings as assigned; perform other related duties as required.

### ***Basic Knowledge***

Position requires completion of four years of High School, a motor vehicle license, and a valid journeyman's license in both plumbing, gasfitting, and sprinkler fitting.

### ***Experience***

Position requires a minimum of five years prior work experience working in a large, complex, multi-building facility.

***Independent Action***

Incumbent works under the broad and general direction of the Director of Municipal Building Maintenance, referring to the Director in unusual circumstances.

***Supervisory Responsibility***

Incumbent has no permanent supervisory responsibility but has temporary supervisory authority when additional employees are assigned to plumbing related tasks and when coordinating with contractors.

***Physical and Environmental Standards***

- Frequent periods spent bending, stooping and lifting moderately heavy objects, work on ladders, scaffolding, roofs, catwalks and high places as well as in confined spaces such as steam tunnels, crawl spaces, and limited access mechanical rooms.
- Continuous walking, standing, climbing, and frequent periods requiring sustained uncomfortable positions.
- Regular and sustained periods of strenuous physical exertion.
- Operation of equipment that causes loud noise level and high vibrations.
- May require the exercise of caution when operating heavy equipment and handling chemicals or other toxic materials, and the utilization of proper sanitary precautions when handling trash, garbage and other potential hazards.
- Frequent travel between municipal buildings.